

30 SEP 1968

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CIA ARCHIVES AND RECORDS CENTER MONTHLY STATISTICAL SUMMARY

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ACCESSIONING, DISPOSITION, HOLDINGS

ACTIVITY (Items 2 through 18 in cubic feet)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
1. ACCESSION JOBS (Number)	94	187	
2. RECORDS ACCESSIONED	712	1,543	126,382
3. RECORDS DISPOSED OF AT CENTER	309	669	24,909
4. RECORDS TRANSFERRED FROM CENTER	60	8812	33,212
5. RECORDS HOLDINGS	68,261		
6. INTELLIGENCE REPORTS RECEIVED	358	665	63,903
7. INTELLIGENCE REPORTS DISPOSED OF AT CENTER	116	175	27,086
8. INTELLIGENCE REPORTS TRANSFERRED FROM CENTER	17	163	14,729
9. INTELLIGENCE REPORTS HOLDINGS	22,088		
10. VITAL RECORDS RECEIVED	80	153	18,031
11. VITAL RECORDS DISPOSED OF AT CENTER	32	49	4,564
12. VITAL RECORDS TRANSFERRED FROM CENTER	5	12	4,577
13. VITAL RECORDS HOLDINGS	8,890		
14. ARCHIVES ACCESSIONED	19	32	7,557
15. ARCHIVES DISPOSED OF AT CENTER	5	10	288
16. ARCHIVES TRANSFERRED FROM CENTER	0	0	902
17. ARCHIVES HOLDINGS	6,367		
18. TOTAL HOLDINGS	105,606		

REFERENCE SERVICES

SERVICE (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
19. RECORD DOCUMENTS LOANED	5,462	11,068	786,913
20. INFORMATIONAL REQUESTS	792	1,544	46,111
21. Archival Documents	603	756	
22. INTELLIGENCE REPORTS	2,479	6,427	
23. VITAL RECORDS	115	401	
24. TOTAL	9,451	20,196	
25. NO. OF PAGES REPRODUCED	1,147	2,071	

ITEMS RECEIVED

ITEMS (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	
26. INTELLIGENCE REPORTS	94,278	193,053	
A. INITIAL RECEIPT	91,762	189,278	
B. RETURNS	2,516	3,775	
27. Archival Documents	2,102	3,992	
28. VITAL RECORDS	1,545	3,199	
29. TOTAL	97,925	200,244	

SHELVING UTILIZATION

SPACE (Cubic feet)	REPORTING PERIOD	
30. TOTAL CAPACITY	132,202	
31. UTILIZED	85,294	
32. XXXXXX	20,312	
33. AVAILABLE	26,596	

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